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LHM

23 November 54

Memorandum for: Colonel White

Subject : Summaries Leave Report

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Author	MR. SAUNDERS
Date:	11-28-78
	By: 35

1. Attached are three summaries of overtime and leave for the period 28 March 1954 thru 25 September 1954:

- Att. (1) Agency as a whole
- Att. (2) DD/P Areas
- Att. (3) DD/I Areas

2. Memoranda for the DD/P and DD/I are attached for signature.

3. As indicated in Mr. Saunders' memo, the figures show a consistent reduction in overtime since August 1952 when seasonal factors are eliminated.

Average Hours of Overtime  
Per employee Per Pay Period

Calendar Quarter Ending	1953	1954
December	4.63	2.25
March	5.19	2.70
June	4.03	2.46
September	3.16	2.71

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Mr. Lloyd should  
see these  
summar

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